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ntelligence Agency

Washington, D.C. 20505

NOA DIT

DCI

EA/ Executive Director

28 June 1988

NOTE FOR: Inspector General
Chairman, National Intelligence Council
General Counsel
Comptroller
Director, Office of Congressional Affairs
Director, Public Affairs Office

FROM: Executive Assistant, Executive Director

SUBJECT: Offsite Conference for Agency Managers

STAT The DCI has indicated that he would like to pursue the suggestion raised by Jim in the attached memorandum. [redacted] therefore, has been asked to organize the proposed conference. He has reserved the [redacted] for the STAT evening of 12 October and all day on the 13th. You should plan on attending and mark your calendars accordingly.

STAT At this point, the topics and speakers are still highly tentative. You will be contacted directly later on if you are selected to be a speaker or discussion leader.

STAT Thank you.

[redacted]

16 May 1988

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Executive Director

SUBJECT: Off-site Conference for CIA Managers

1. Some time ago, as part of our review of executive development in the Agency, it was proposed that all the top managers here -- Office Directors and DO Division Chiefs -- get together once a year with the DCI, DDCI, and the DDs to review current and continuing management and substantive issues which have significant policy, management or resource implications. For various reasons, this proposal wasn't acted on. But I think it's an idea whose time has come.

2. Such a session would build on the Judge's expressed desire to improve internal communications and provide another way for him to become more familiar with issues that concern us all as well as to get to know his senior managers better. It would also be a good way for them to get to know him -- and each other -- better, and for everyone to benefit from an exchange of views on a number of important issues. I think the dividends to all of us would be significant, particularly if done annually.

25X1 3. What I have in mind is for the 60 people involved [] one afternoon or evening, have dinner, stay overnight, and spend the next day discussing half a dozen issues that should be of interest to everyone, perhaps extending over to the next morning. []

25X1 [] will be ready soon and would make it possible for us to handle such a group easily, perhaps this fall. Some possible topics and speakers are listed below. To encourage broad participation, I suggest we organize the presentations into panels with three or four speakers for each topic, much like our Agency off-site in February.

25X1 Operational Challenges
of the 1990s

Principal Technology Challenges and
the Implications for Operations,
Collection and Analysis

The Headquarters Area Work
Environment in the 1990s

Hiring, Managing and Motivating
our People

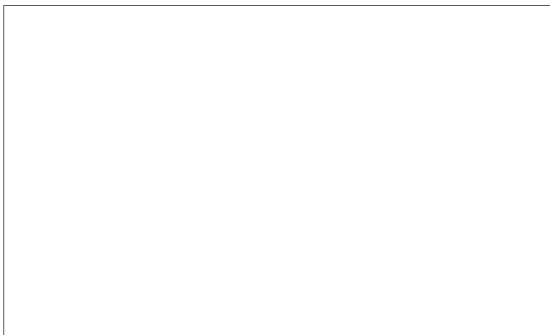
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25X1

Living With Oversight and Public
Scrutiny

Glasnost: Dangers and Opportunities

The Task Force Approach: Benefits
and Limitations



4. If you think this idea has merit, I will ask Rae Huffstutler to take the lead in setting it up and making the necessary arrangements. We might want to discuss it at a staff meeting first or you might want to ask the DDs for comments on this memo before proceeding further.

James H. Taylor

S E C R E T